

**BOARD OF ASSESSORS  
SEPTEMBER 18, 2013  
BEDFORD TOWN HALL**

**CALL TO ORDER:** The Chair called the meeting to order at 7:05pm.

**ROLL CALL:** Members present: Chairman John Linz, Clerk Ronald Cordes, Assessor Bruce Murphy.

**GUESTS:** Consultant Richard Finnegan.  
Mr. Elias Patoucheas (arrived at 8:00, left at 8:20)

**DISCUSSION:**

1. Mr. Finnegan's schedule was discussed. Certain weeks he will work Tuesday afternoon, all day Wednesday, and Thursday morning. Other weeks he will work all day Tuesday and Wednesday. He and Mr. Linz will work out the details.
2. Applications for the Associate Assessor position closed September 16. The Assessors will score all applications. An Interview Committee consisting of the Town Manager, Assistant Manager, Financial Director and one Assessor will interview a Short List of applicants the week of September 30. Second-round interviews will take place the week of October 7 with a final decision expected by October 11.
3. The Board VOTED UNANIMOUSLY to appoint Assessor Murphy as our representative to the Interview Committee.
4. The status of the FY14 Preliminary Model was discussed. Mr. Linz will meet with the Financial Director on September 19 to relate our concerns and questions.
5. The status of the FY14 Personal Property model was discussed. Mr. Finnegan will meet with a representative from Patriot Properties to complete the first draft of the model. Brian Kent will be here in the next two weeks to pick up new accounts. It was noted that Utility Valuation letters have not yet arrived.
6. Mr. Patoucheas' e-mail to the Board regarding the status of the Bedford Plaza Hotel was discussed.
7. Preliminary FY14 Valuations were discussed.
  - The "Open Space" designation has been reduced from 25 parcels to 6 parcels.
  - Properties with unusually large changes from FY13 were identified for further scrutiny.
  - Efforts to clean up the Land Table have resulted in three neighborhoods which have been historically under-valued experiencing increases of 10% or more.
  - Properties considered to be "outliers" were identified and discussed.

**8.** The Town Superintendent of Schools has requested sales data for the past 3 years.

**9.** Minutes of the August 22, 2013 Open Session were MOVED by Mr. Murphy and SECONDED by Mr. Cordes. APPROVED UNANIMOUSLY.

**10.** Minutes of the August 22, 2013 Executive Session were MOVED by Mr. Murphy and SECONDED by Mr. Cordes. APPROVED UNANIMOUSLY.

**11.** Minutes of the August 28, 2013 Open Session were MOVED by Mr. Murphy and SECONDED by Mr. Cordes. APPROVED UNANIMOUSLY.

**ADJOURNMENT:** There being no further business before the Board, Mr. Murphy MOVED TO ADJOURN at 9:17. SECONDED by Mr. Cordes. VOTED UNANIMOUSLY.

*Respectfully Submitted,*

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Ronald M. Cordes, Clerk

Minutes APPROVED by the Board on October 16, 2013.